



Department of Defense  
**DIRECTIVE**

**AD-A270 330**



December 15, 1988  
NUMBER 1400.34

ASD(FM&P)

SUBJECT: DoD Civilian Intelligence Personnel Management System (CIPMS)

References: (a) Title 10, United States Code, Chapter 81, Section 1590  
(b) DoD Directive 5010.10, "Intelligence Career Development Program," August 9, 1972

**A. PURPOSE**

This Directive:

1. Implements reference (a).
2. Establishes policy, assigns responsibilities, and provides guidance for the DoD Civilian Intelligence Personnel Management System (CIPMS).
3. Authorizes the publication of DoD 1400.34-M, "DoD Civilian Intelligence Personnel Management System (CIPMS) Procedures."

**B. APPLICABILITY**

This Directive applies to all civilian employees within those commands and activities that have a primary intelligence mission and to those who perform related work in nonintelligence commands and activities of the Military Departments. Members of the Senior Executive Service and law enforcement officials are not included.

**C. DEFINITIONS**

1. Activity. Separate organizational components at various levels of command within a Military Department.
2. Executive Secretary. Designated by the Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) to assist in the administration of the CIPMS.
3. Functional Chief. The Senior Military Intelligence Officer (SIO) of each Military Department.

**D. POLICY**

It is DoD policy that:

1. The CIPMS shall operate as the single personnel management system for personnel described in section B. The CIPMS goal is to improve the acquisition,

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professional development, and long-term retention of a quality civilian work force within the military intelligence community, and to have functional management directly involved in all aspects of program development, administration, and evaluation. Conversion of employees to the CIPMS shall begin immediately, but may be accomplished through occupational phasing.

2. The CIPMS shall include:

- a. Use of the CIPMS primary grading standards, occupational guides, career paths and ladders, grade bands or career levels, and special consideration of the impact of the person on the job in the grading of positions.
- b. Classification appeal decision authority within each Military Department.
- c. Direct appointing authority as delegated by the Secretary of Defense.
- d. A single DoD system for pay and allowances that provides for special CIPMS salary rates and overseas entitlements.
- e. A general framework for DoD-wide CIPMS program evaluation.

E. RESPONSIBILITIES

1. The Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) shall:

- a. In coordination with the Assistant Secretary of Defense (Command, Control, Communications and Intelligence) (ASD(C<sup>3</sup>I)), interpret legislation relating to the CIPMS.
- b. Develop, approve, and publish DoD-level CIPMS policy and procedures.
- c. Establish and manage a CIPMS Advisory Group and appoint an Executive Secretary.

2. The Assistant Secretary of Defense (Command, Control, Communications and Intelligence) (ASD(C<sup>3</sup>I)) shall:

- a. Determine and provide to the ASD(FM&P) intelligence mission goals and objectives for use in developing the CIPMS policy and procedures, and ensure program evaluation in accordance with DoD Directive 5010.10 (reference (b)).
- b. Coordinate on all proposed and revised CIPMS regulations, policy, procedures, and standards.
- c. Provide a representative to the CIPMS Advisory Group.
- d. Recommend to the ASD(FM&P) exceptions to the employee coverage of the CIPMS.

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3. The Secretaries of the Military Departments shall:

- a. Implement and administer the CIPMS and develop supplemental regulations to satisfy specialized departmental needs.
- b. Use their discretion to include in the CIPMS those employees in direct support of intelligence functions located in nonintelligence commands, activities, and organizations.
- c. Begin conversion of covered employees to the CIPMS upon the effective date of this Directive. If a phased implementation approach is used, the plan shall be described in the implementing documents.
- d. Terminate the employment of any CIPMS employee when such action is considered to be in the interest of the United States and when procedures prescribed in other statutes cannot be invoked in a manner consistent with the national security.
- e. Comply with the Intelligence Career Development Program (ICDP) (DoD Directive 5010.10, reference (b)).

4. The Functional Chiefs of the Military Departments shall:

- a. Coordinate on implementing regulations, policy, procedures, and standards for the CIPMS.
- b. Participate in program evaluation in accordance with responsibilities prescribed in reference (b).

F. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. The Military Departments shall forward one copy of implementing documents to the Assistant Secretary of Defense (Force Management and Personnel) within 60 days of receipt of DoD 1400.34-M, "DoD Civilian Intelligence Personnel Management System (CIPMS) Procedures."

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*William H. Taft, IV*  
William H. Taft, IV  
Deputy Secretary of Defense

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# DEPARTMENT OF DEFENSE

## DIRECTIVES SYSTEM TRANSMITTAL

*Edw P  
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**NUMBER**

1400.34, Ch 1

**DATE**

September 11, 1989

**DISTRIBUTION**

1000 series

**ATTACHMENTS**

None

**INSTRUCTIONS FOR RECIPIENTS**

The following pen changes to DoD Directive 1400.34, "DoD Civilian Intelligence Personnel Management System (CIPMS)," December 15, 1988, are authorized:

**PEN CHANGES**

Page 1, section B, line 4

Delete "Members of the Senior Executive Service and"  
Capitalize the "l" in "law"

**EFFECTIVE DATE**

The above changes are effective immediately.



JAMES L. ELMER

Director  
Correspondence and Directives

WHEN PRESCRIBED ACTION HAS BEEN TAKEN, THIS TRANSMITTAL SHOULD BE FILED WITH THE BASIC DOCUMENT

**SUPPLEMENTARY**

**INFORMATION**

# DEPARTMENT OF DEFENSE

## DIRECTIVES SYSTEM TRANSMITTAL

**NUMBER**

See Pen Changes Below

**DATE**

November 16, 1994

**DISTRIBUTION**

1000 series

**ATTACHMENTS**

None

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**INSTRUCTIONS FOR RECIPIENTS**

Pen changes to the following DoD Issuances are authorized:

**DoD Issuance Number and Date****Change Number****DoD Instruction 1000.15, September 22, 1978**

Change 2

Section H.

Heading. Delete "AND IMPLEMENTATION"

Lines 1 through 3. Delete "Forward two copies of implementing regulations to the Assistant Secretary of Defense (Manpower, Reserve Affairs and Logistics) within 120 days."

**DoD Directive 1020.1, March 31, 1982**

Change 1

Section H.

Heading. Delete "AND IMPLEMENTATION"

Lines 1 through 3. Delete "Forward one copy of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."

**DoD Directive 1205.5, May 16, 1980**

Change 1

Section F.

Heading. Delete "AND IMPLEMENTATION"

Lines 1 through 3. Delete "Forward one copy of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."

WHEN PRESCRIBED ACTION HAS BEEN TAKEN, THIS TRANSMITTAL SHOULD BE FILED WITH THE BASIC DOCUMENT

NUMBER	DATE	DEPARTMENT OF DEFENSE DIRECTIVES SYSTEM TRANSMITTAL
See Below Pen Changes	November 16, 1994	

INSTRUCTIONS FOR RECIPIENTS (continued)

<u>DoD Issuance Number and Date</u>	<u>Change Number</u>
<u>DoD Instruction 1205.12, January 15, 1969</u> Section VI. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 4. Delete "Two (2) copies of implementing instructions issued by the Military Departments shall be furnished to the Assistant Secretary of Defense (M&RA) within sixty (60) days."	Change 1
<u>DoD Directive 1205.14, November 11, 1974 (Reprint)</u> Section IV. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 4. Delete "Two copies of implementing documents shall be forwarded to the Assistant Secretary of Defense (Manpower and Reserve Affairs) within 90 days."	Change 1
<u>DoD Directive 1205.17, June 20, 1985</u> Section F. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Reserve Affairs) within 120 days."	Change 1
<u>DoD Directive 1215.13, June 30, 1979</u> Section G. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 4. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days for review and approval prior to issuance."	Change 2
<u>DoD Directive 1215.14, February 4, 1975</u> Section IV. Heading. Delete "AND IMPLEMENTATION" Subsection B. Delete in its entirety.	Change 3
<u>DoD Directive 1304.23, February 15, 1984</u> Section G. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward one copy of implementing documents to the Assistant Secretary of Defense (Manpower, Installations, and Logistics) within 120 days."	Change 1

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INSTRUCTIONS FOR RECIPIENTS (continued)

<u>DoD Issuance Number and Date</u>	<u>Change Number</u>
<u>DoD Directive 1312.2, October 4, 1989</u> Section G. Heading. Delete "AND IMPLEMENTATION" Lines 2 through 4. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Health Affairs) within 120 days."	Change 1
<u>DoD Directive 1320.5, July 26, 1978</u> Section F. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward one copy of each implementing document to the Assistant Secretary of Defense (MRA&L) within 120 days."	Change 2
<u>DoD Instruction 1322.20, March 14, 1991</u> Section H. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Force Management and Personnel) within 120 days."	Change 1
<u>DoD Directive 1325.6, September 12, 1969</u> Section IV. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Two (2) copies of implementing regulations shall be forwarded to the Assistant Secretary of Defense (Manpower and Reserve Affairs) within ninety (90) days."	Change 3
<u>DoD Instruction 1330.7, April 26, 1974</u> Section V. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Two copies of implementing instructions shall be forwarded to the Assistant Secretary of Defense (Manpower, Reserve Affairs and Logistics) within 60 days."	Change 3
<u>DoD Directive 1338.5, August 13, 1980</u> Section F. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."	Change 2



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INSTRUCTIONS FOR RECIPIENTS (continued)		
<u>DoD Issuance Number and Date</u>	<u>Change Number</u>	
<u>DoD Directive 1344.3, February 1, 1978</u> Section D. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward two copies of implementing regulations to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 60 days."	Change 1	
<u>DoD Instruction 1400.10, December 5, 1980</u> Section F. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward one copy of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."	Change 2	
<u>DoD Instruction 1400.11, February 8, 1980</u> Section D. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward one copy of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."	Change 2	
<u>DoD Directive 1400.13, July 8, 1976</u> Section VI. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Two copies of implementing regulations shall be forwarded to the ASD(M&RA) within 60 days."	Change 1	
<u>DoD Directive 1400.16, October 30, 1970</u> Section VIII. Heading. Delete "AND IMPLEMENTATION" Paragraph B. Delete in its entirety.	Change 2	
<u>DoD Directive 1400.25, January 24, 1978</u> Section E. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward two copies of implementing documents to the ASD(MRA&L) and one copy to the ASD(C) within 60 days."	Change 1	
<u>DoD Instruction 1400.32, January 15, 1987</u> Section G. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Force Management and Personnel) within 60 days."	Change 1	

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INSTRUCTIONS FOR RECIPIENTS (continued)

<u>DoD Issuance Number and Date</u>	<u>Change Number</u>
<u>DoD Directive 1400.34, December 15, 1988</u> Section F. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 5. Delete "The Military Departments shall forward one copy of implementing documents to the Assistant Secretary of Defense (Force Management and Personnel) within 60 days of receipt of DoD 1400.34-M, "DoD Civilian Intelligence Personnel Management System (CIPMS) Procedures."	Change 2
<u>DoD Directive 1402.1, January 21, 1982</u> Section F. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."	Change 3
<u>DoD Instruction 1412.3, December 8, 1971</u> Section V. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 4. Delete "Two copies of each implementing document will be forwarded to the Assistant Secretary of Defense (Manpower and Reserve Affairs) within ninety (90) days."	Change 2
<u>DoD Instruction 1416.4, March 4, 1963</u> Section VIII. Heading. Change "IMPLEMENTATION" to "EFFECTIVE DATE" Subsection A. Delete in its entirety. Subsection B. Redesignate paragraph "B." as paragraph "A."	Change 2
<u>DoD Instruction 1416.8, December 5, 1980</u> Section E. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 4. Delete "Forward one copy of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."	Change 1
<u>DoD Instruction 1418.2, May 5, 1969</u> Section VII. Heading. Delete "IMPLEMENTATION AND" Lines 1 through 4. Delete "Two copies of implementing instructions and revisions thereto will be furnished to the to the Assistant Secretary of Defense (Manpower and Reserve Affairs) within 60 days."	Change 4

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INSTRUCTIONS FOR RECIPIENTS (continued)

DoD Issuance Number and Date

Change Number

DoD Instruction 1422.1, October 31, 1967 (Reprint)

Change 1

Section VI.

Heading. Delete "AND IMPLEMENTATION"

Lines 1 through 4. Delete "Two copies of implementing regulations issued by the DoD components will be forwarded to the Assistant Secretary of Defense (Comptroller) within 90 days."

DoD Instruction 1424.3, January 28, 1980

Change 1

Section E.

Heading. Delete "AND IMPLEMENTATION"

Lines 1 through 3. Delete "Forward one copy of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."

DoD Directive 1430.2, June 13, 1981

Change 1

Section E.

Heading. Delete "AND IMPLEMENTATION"

Lines 1 through 3. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days."

DoD Directive 1430.4, January 30, 1985

Change 1

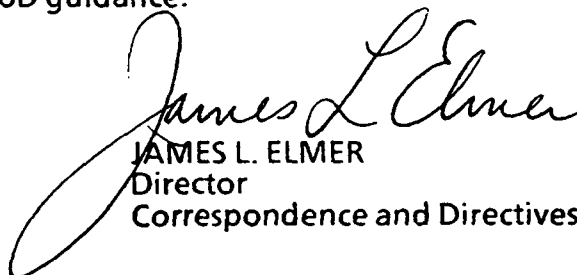
Section E.

Heading. Delete "AND IMPLEMENTATION"

Lines 1 through 3. Delete "Forward two copies of implementing documents to the Assistant Secretary of Defense (Manpower, Installations, and Logistics) within 120 days."

EFFECTIVE DATE

The above pen changes are effective immediately. Although the pen changes remove the requirement for DoD Components to issue implementing documents, the DoD issuances are directly applicable to all elements with the Components and the Heads of the DoD Components are responsible for carrying out the DoD guidance.

  
JAMES L. ELMER  
Director  
Correspondence and Directives